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N REPLY DLSC-LDT
REFER TO

Jul 07 1999

MEMORANDUM FOR EXECUTIVE TEAM

COMMANDER, DEFENSE CONTRACT MANAGEMENT
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SUBJECT: Joint Travel Regulation (JTR) and Joint Federal Travel Regulations (JFTR)
Changes/Proposed Changes

Enclosure 1 affects JFTR Chapter 4, Part B by inserting par. U4155 with reference tables to determine TDY per diem entitlements and JTR Chapter 4, Part L, by inserting par. C4566 with the TDY per diem entitlement tables.

Enclosure 2, provides for proposed updates to the 14 hour rule to authorize business class travel or a rest stop for scheduled flight time. The changes to JFTR, paras. U3125B4i and U4325-D4; JTR, paras. C1058-Cld and C2204-A5d(9) and JTR/JFTR Appendix 0, paras. T4030-F and T4060-Blc(6), clarify the scheduled flight time as the time between the scheduled airline departure from the PDS/TDY point until the scheduled airline arrival at the TDY point.

Enclosure 3, updates the JTR/JFTR to eliminate confusion over the use of both proportional per diem rate and proportional meal rate by clarifying that the correct term is the *proportional meal rate*. This change adopts the acronyms PMR for the proportional meal rate and GMR for the Government meal rate.

Enclosure 4, updates the JTR with guidance to allow employees to use property management services when transferred within the U.S. Provides changes at JTR, paras. CI 5050-CI 5053, and JFTR, Appendix A (Definitions).

Enclosure 5 adds the ability to authorize OCONUS lodging for over 300% under special or unusual circumstances at JTR/JFTR Appendix 0, par. T4040-Alc. The rates may be authorized in advance by the Per Diem Committee or by the Military Service Per Diem Secretary IAW JFTR par. U4210-B5.

These changes may be accessed on URL: <http://www.supply.dla.mil/travelpage>.

Please ensure all personnel receive the changes as soon as possible. My points of contact are Mrs. Deborah L. Beckner at (703) 767-3622 or DSN 427-3622 or Mrs. Betty Yanowsky Slanta at (703) 767-3638 or DSN 427-3638.

Attachments

A handwritten signature in black ink, appearing to read "Bennie E. Williams". The signature is stylized with a large, prominent initial "B" and a long, sweeping underline.

BENNIE E. WILLIAMS
Colonel (P), USA
Chief, Transportation (Policy)